



NewGrange

TRAINING & SERVICES LTD

Better People, Better Business®

Training for Team Working

This course provides delegates with the knowledge and skills for being an effective team leader and team member.

It is designed to develop process staff and team leaders. The course is very interactive and includes a number of delegate exercises designed to develop team working skills.

Who should attend?

Team Leaders, Managers and Supervisors, and staff newly promoted to a leadership position.

Course Location:	On-Site at your premises
Course Duration:	2 Full Days, 9.30am - 4.30pm (dates to suit you)
No. of Delegates:	12 delegates max

Benefits to your organisation

- ✓ Promotes effective team working
- ✓ Supports the process of continuous business improvement
- ✓ Encourages people to recognise and make use of their skills and knowledge

Course Programme

Day 1

- Organisation Structures
- Benefits of Team Working
- Team Roles
- Team Building
- Leadership

Day 2

- Motivation
- Communication
- Effective Team Meetings
- Decision Making
- Managing Conflict

Delegates Receive:

Certificate of Training
Course Notes
Course Materials

Tel: +44(0) 1562 632143

Fax: +44(0) 1562 632584

email: info@newgrangetraining.co.uk

[www: newgrangetraining.co.uk](http://www.newgrangetraining.co.uk)